



CONTINUOUS ENROLLMENT CONTRACT

This is a Continuous Enrollment Contract. The term of my student's Continuous Enrollment begins with this signed Enrollment agreement, and thereafter continues automatically for students in good standing through completion of Grade 8 or until the official cancellation or withdrawal procedures are completed as stated herein. By signing and returning this contract to Sts. Peter & Paul Catholic School (SPPS), the parties entering this contract acknowledge their contractual obligation and agree to pay the annual tuition as designated by SPPS plus any related fees in full.

Notwithstanding the automatic re-enrollment of students in this Continuous Enrollment Contract, SPPS retains the right, at its sole determination, to expel, dismiss, or otherwise terminate this Continuous Enrollment Contract and my student's enrollment or re-enrollment at any time.

TUITION

2020-2021 Tuition & Fees

Preschool Tuition & Fees 2020-2021

Tuition	Instructional Fee	Tech Fee
\$4104	\$250/Child	\$300/Family

Tuition & Fees 2020-2021 with 30 Service Hours

	Tuition	Instructional Fee	Tech Fee	Scrip Fee
1 child	\$4596	\$300/Child	\$300/Family	\$200/Profit per Family
2 children	\$8136	\$300/Child	\$300/Family	\$200/Profit per Family
3 children	\$10,812	\$300/Child	\$300/Family	\$200/Profit per Family
4 children	\$12,720	\$300/Child	\$300/Family	\$200/Profit per Family

Tuition & Fees 2020-2021 without 30 Service Hours

	Tuition	Instructional Fee	Tech Fee	Scrip Fee
1 child	\$5096	\$300/Child	\$300/Family	\$200/Profit per Family
2 children	\$8636	\$300/Child	\$300/Family	\$200/Profit per Family
3 children	\$11,312	\$300/Child	\$300/Family	\$200/Profit per Family
4 children	\$13,220	\$300/Child	\$300/Family	\$200/Profit per Family

I (we) agree to pay the required tuition and fees listed above. The tuition amount for each enrollment year will be billed, starting in July of each year and will continue for the entire period of continuous enrollment. Please select one payment option listed found in the Payment Options section of this contract. The payment option you select will be in effect during the entire period of continuous enrollment unless a written request is made to SPPS.

I (we) understand that SPPS has the right to adjust annual tuition (tuition increases/decreases will be announced in January via a Tuition/Fees Letter), and such adjustments will be a part of this **Continuous Enrollment Contract**.

PARENT/GUARDIAN INFORMATION

Both parents are responsible for full tuition payment. If the student is in a single parent household and/or only one parent is assuming full responsibility for tuition, only one signature is required. Parents who wish to split responsibility for tuition, please complete SPLIT TUITION AGREEMENT section at the end of this contract.

Parent/Guardian 1	Parent/Guardian 2
Name:	Name:
Address:	Address:
City, State, Zip:	City, State, Zip:
Email:	Email:
Phone:	Phone:

STUDENT INFORMATION

Family Name: _____

Please designate below if the office has your permission to administer Over the Counter Medications to your child.

Yes No

1st Child: _____ 2020/21 Grade: _____ _____

2nd Child: _____ 2020/21 Grade: _____ _____

3rd Child: _____ 2020/21 Grade: _____ _____

4th Child: _____ 2020/21 Grade: _____ _____

5th Child: _____ 2020/21 Grade: _____ _____

The total amount of tuition (excluding fees) for my children (before assistance) is: \$ _____

Tuition Assistance is available for school families with **documented financial need**.

The Tuition Assistance program is handled through FACTS Grant & Aid. The application for assistance can be found online at <https://online.factsmgt.com/signin/3WL57>. Tuition Assistance application deadline for the 2020-2021 academic year is April 15th. Parents will be notified of tuition assistance awards by May 15th.

Tuition assistance for Preschool is available on a very limited basis.

PAYMENT OPTIONS

Please choose your family's (yearly) option regarding Sainly Service.

_____ Tuition + 30 Service Hours* _____ Tuition without Service Hours

*Please note. If 30 hours has not been met by the last day of school, the charge for outstanding hours will be \$20 per hour.

Please choose your family's tuition payment plan. Tuition per this contract begins July 2020.

_____ Plan 1: One Annual Payment (Due by August 31st each year)

_____ Plan 2: Two Payments (Due by July 31st and January 31st each year)

_____ Plan 3: Four Quarterly Payments (Due by July 31st, October 31st, January 31st, April 30th)

_____ Plan 4: Twelve Monthly Payments drafted on the 5th of each month

_____ Plan 5: Twelve Monthly Payments drafted on the 20th of each month

_____ Plan 6: Twenty-four payments drafted on the 5th and 20th of each month

FEES

In addition to the tuition above, the following fees will be charged directly to your Fast Direct account: Instructional Fees, Technology Fees, Scrip Fees and miscellaneous activity fees. Payment of fees may be made online through your Fast Direct account or with check or cash. All return checks or non-sufficient funds are subject to a \$25 fee plus any applicable late/bank fees.

I (we) understand that SPPS has the right to adjust or add to these fees, and such adjustments and additions will be a part of this Continuous Enrollment Contract.

TUITION PAYMENT INFORMATION

AUTHORIZATION AGREEMENT FOR PREAUTHORIZED PAYMENTS

Sts. Peter and Paul Catholic School

I (We) hereby authorize Sts. Peter and Paul Catholic School (SPPS), to initiate debit entries to my (our) Account indicated below.

BANK NAME: _____

City: _____ State: _____

Routing Number: _____ Account Number: _____

_____ **Checking Account** _____ **Savings Account**

This authorization is to remain in full force and effect until SPPS has received written notification from me (or either of us) of its termination in such time and in such manners as to afford SPPS a reasonable opportunity to act on it or until contract is complete.

Name: _____ Signature: _____ Date: _____
(Please Print)

WITHDRAWAL PROCESS AND RELATED TUITION PAYMENTS

Enrollment for the next academic year will occur automatically and families will be responsible for tuition according to the withdrawal schedule below:

- If your child withdraws from SPPS to attend another school within the district, tuition and fees will be forfeited. If the parent is paying tuition each month, he/she is responsible for paying the remainder of tuition and fees within the semester the student withdraws. If a child enrolled at SPPS withdraws from school due to moving/transfer out of this school district, no tuition or fees will be refunded; however, the parent will not be responsible for paying the remainder of the semester's tuition. Tuition reimbursement for early withdrawal may be considered in cases of extreme medical or personal hardship. It is the family's responsibility to complete a Notification of Withdrawal Form. The form is available in the school office and online at <https://stspps.school.org>.
- If you withdraw your child after your first tuition draft but before the first day of school, tuition payments will be refunded minus a \$100 processing fee. A Notice of Withdrawal Form must be completed.
- If a Notice of Withdrawal Form is not completed by the first day of school, any tuition payments already made will be forfeited.

DELINQUENT TUITION POLICY

The following policy applies to delinquent tuition. Only the Principal **and** Pastor may approve, in their sole discretion, an exception to this policy. If tuition cannot be paid on time, you must communicate with the Enrollment/Tuition office in writing to prevent enforcement of the delinquent tuition policy.

- Unless the Enrollment/Tuition office is notified and approves specific situations, accounts paid after the due date will be assessed a \$25 late fee. Accounts over 60 days past due will be considered delinquent.
- Unless families with delinquent tuition are making a good faith effort to rectify their accounts, their children may not be able to attend trips such as KYA, KUNA, 8th Grade trip, etc.
- No final report cards or academic records will be released until all financial obligations have been met.

SPLIT TUITION ARRANGEMENT

Only complete this section if you will be splitting your student's tuition with another person. Both parties **MUST** complete their own enrollment contract. Your student will not be considered enrolled until we have received both contracts.

Percentage of tuition and fees being paid By you: _____% By another party _____%

Additional Party Billing Name: _____ Relationship to student: _____

PHOTO PERMISSION

At SPPS, student's pictures are used on the school website, on social media, in school advertising, and in the local and diocesan newspaper. Please designate your preference regarding photos of your child.

_____ I authorize SPPS to use photos of my child(ren) for the purposes listed above.

_____ I do not want my child(ren)'s photos to be used for the purposes listed above.

TRANSPORTATION & OTC AUTHORIZATION

I (we) authorize the following people to pick up our child(ren) from SPPS:

Name	Relationship to Student(s)	Phone Number
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

PARENT RESPONSIBILITIES

I (we) agree to the following:

- If changes occur to during the school year to parent address, phone numbers, email addresses, emergency contacts or medical information, I (we) will notify the school office in writing of those changes.
- I (we) agree that our children's information (i.e. address, phone, email, emergency contacts, and medical information) is continuous from grade to grade in our student information system, currently Fast Direct Communication, but is subject to change. Families will be given the opportunity to review this information in addition to transportation authorizations and OTC authorization annually, but each parent is ultimately responsible for the completeness and accuracy of information.

ACKNOWLEDGEMENT

I (we) have carefully read, fully understand, and will abide by all the terms of this Continuous Enrollment Contract. Each signor is jointly and severally responsible for all amounts due under this tuition agreement.

Signature of Parent/Guardian 1

Date

Signature of Parent/Guardian 1

Date